

EXTERNAL Job Posting
STATE OF MONTANA IS AN EQUAL OPPORTUNITY EMPLOYER

Department: DEPARTMENT OF LABOR & INDUSTRY

Division: Business Standards

Bureau: Building Codes

Date Posted: 05/20/2008

Job Category: Construction and Extraction

**Position
Number:** 66205078

Position Title: ELECTRICAL INSPECTOR LEVEL I

Location: HAVRE

Job Status: Full Time Permanent

Salary: \$14.06 to \$17.57

Salary Unit: Hour

Applicants' qualifications will be assessed based on minimum
Additional qualifications and in accordance with Pay Plan Rules. Successful
Salary Info: applicant's pay will be set using the above salary range based on
qualifications.

Shift: Daytime

Band: 5

Closing Date: 06/17/2008

**Supplement
Required:** No

Applications must be received by 5:00pm on the closing date.

Apply to your Local Montana Job Service Center

- OR -

State Agency:

DEPARTMENT OF LABOR & INDUSTRY

P.O. Box 1728

HELENA, MT 59624

Phone: (406) 444-3710

Fax: 444-3685

TTY: 444-0532

E-mail: dliapps@mt.gov

Special Information:

This position performs electrical inspections in north central Montana in all or portions of Glacier, Choteau, Hill, Liberty, Blaine, Toole, and Phillips counties. Incumbent will be

based in assigned work area and must work independently without direct supervision. Requires extensive travel with overnights stays and a valid Montana driver's license.

For further information about DLI agency and job application materials see: <http://dli.mt.gov/jobopenings/>. Upon date of hire, eligible for 100% state paid premiums for employee "core" medical, dental, and basic life insurance coverage (dependent coverage and supplemental options available at an additional cost). Earn 15 working days of vacation, 12 sick leave, and 10 paid holidays per year. Membership in a Retirement System with the state matching begins upon the first day of employment (vesting criteria applies).

The successful applicant must receive positive job references.

Duties:

Within assigned geographic area, completes inspection of permitted projects under construction for compliance with the NEC, administrative rules, and state law. Provides timely rough-in and final inspections of residential, agricultural, commercial, and public electrical installations under state electrical permit. Notifies contractor or homeowner of all deficiencies identified and requires correction through verbal or written notification. Investigates complaints and conducts requested inspection for compliance with the above laws. Verifies appropriate electrical licensures are used in working areas. Interprets codes and rules as needed in response to requests. Reviews and approves plans and specifications for commercial and public projects, including school and State owned projects, and factory-built buildings.

Competencies:

The successful candidate should have knowledge or the ability to acquire knowledge of the State's building codes and electrical licensure, administrative rules, and National Electrical Code; theory and practical application of construction, repair, and operation standards and practices to a wide range of complex and variable conditions which may require deviation from said standards and practices; standard electrical installation practices, procedures, methods, and tools of the trade as well as inspection techniques; and legislative process and enforcement procedures. Must have the ability to interpret the above codes and specifications to apply a variety of situations and conditions that require reasonable and realistic solutions to problems which may not be solved with conventional means; communicate effectively orally and in writing; maintain effective working relationships; read and interpret electrical plans and specifications and general understanding of common construction codes and electrical terminology; and plan and schedule for efficient and timely completion of inspections and assigned work, meeting deadlines and priorities. Behavioral skills: *Integrity. *Relationship Management. *Customer Focus. *Flexibility. *Planning, Prioritizing & Goal Setting. *Continuous Learning. *Conflict Management. *Quality. These values represent the Department's expectations of staff and the ideal employee is one who embraces these values.

Education/Experience:

A combination of education and experience equivalent to graduation from high school, completion of an electrician apprenticeship and three years experience as an electrician. Candidate must possess Montana Journeyman or Master Electrical license in order to qualify for employment. Applicants that do not achieve successful

evaluation or training results with the 6 months probation period may not be offered continued permanent full time employment. Pay for employees new to the Department will be set at one step below the salary of employees with similar qualifications and shall have pay adjusted to the appropriate salary following successful completion of the trial period.

Application materials required initially for this position include the following:

Signed and completed State of Montana Employment Application (PD-25, Rev. 5/2003 or later). Portions of the application may be photocopied if legible (see application page 1 for instructions).

If Supplement Required, complete application supplement identified with your name and the position number (see attached Supplement Questions if provided).

Applications materials required are:

1. Signed and completed State of Montana Employment Applications (PD 25).
2. Applicants **claiming the Veterans' or Persons with Disability Employment Preferences** (PD-25A) must provide verification of eligibility with the application materials.
3. The successful applicant(s) with college credits or college degree(s) shown on the application may be required to provide a copy of their college transcripts or diploma upon interview or prior to hire for pay setting purposes.

*Application materials can be obtained from any Job Service office or downloaded from <http://dli.mt.gov> or <http://dli.mt.gov/jobopenings>. Applications must be received by 5:00 p.m. on closing date. Applications will be rejected for late, incomplete or unsigned application materials. Typed signatures will be considered.